## NACAS Presenters, Entertainers, and Speakers Policy

NACAS is committed to creating and maintaining a sense of community and inclusion for all its constituents. As stated in our Inclusive Language Policy, NACAS values diversity, including race, ethnicity, country of origin, nationality, geographical location, education, sexual orientation, gender identity/expression, socioeconomic status, religion, age, and ability.

Based upon NACAS's commitment to inclusive excellence, NACAS has set the following expectations for all Presenters, Entertainers and Speakers. These expectations are supported by the NACAS National Board and the NACAS National Office.

- Work closely with conference or event organizers to understand the goals of the conference or event and meet all deadlines.
- Make no substantial changes in content, format, audio/visual needs, room set-up, identity or number of presenters without prior approval of conference organizers.
- Design and provide high quality presentations, in electronic format, by the deadline given.
- Prepare for and deliver a presentation or speech in line with the original abstract.
- Recognize that the presentation's primary intention is an opportunity to share information and experiences and not as a showcase for promotion of business, practice, service or product.
- Consider your audience. Some comments may not be appropriate for everyone in our global audience. Please be tactful when using humor. Ensure that your session materials are always appropriate.
- Connect presentation to audience members that vary across organization type, region, and country. Our audiences include people from all types of campuses, educational institutions, and corporate business partners all from throughout the United States and the international community.